

CURRICULUM VITAE

PERSONAL DETAILS

NAME MUTHIRI AMOS MUGO

ADDRESS DEPARTMENT OF ARTS AND DEISGN,
THE UNIVERSITY OF NAIROBI
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NAIROBI

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CAREER OBJECTIVES

Desirous of an Information Technology role in a challenging workplace that welcomes innovative ideas, offers growth opportunities and positive environment for accomplishing projects with Sound knowledge of data analysis and statistics.

EDUCATIONAL BACKGROUND

- 2019** Bachelors in Business Information Technology, Second Class Upper Division from Jomo Kenyatta University of Agriculture and Technology
- 2016** Graphic Design Specialist, Distinction from WEEBS Institute
- 2012** Diploma in Business Information Technology, Credit Upper Division from the Kenya Polytechnic University College

WORK EXPERIENCE.

THE UNIVERSITY OF NAIROBI, DEPARTMENT OF ARTS AND DESIGN OCT. 2015- TO DATE

Position: Computer Lab. Technologist

- Offers general consultations for students who are working or studying in the lab.
- Provides instruction to all lab users on proper use of all equipment.
- Ensures that computer lab equipment is being cared for properly by users.
- Monitors files and programs that are downloaded on to the computers to make sure spyware, malware and other dangerous programs are not downloaded.
- Supplies reference materials to help students learn how to use particular programs.
- Conducts regular maintenance on the computers in the lab.
- Maintains inventory of supplies, places orders and records of maintenance activities.
- Performs regular software backups.

Ministry of industrialization ICT department (attachment)

- Networking essentials
- Overall PC maintenance and upgrading
- Hardware and peripherals installation
- Trucking and horizontal cabling
- Management information systems (MIS) support
- User support and training
- Data entry
- Fault diagnosis, troubleshooting and repair

Other responsibilities

- A school captain who lead by example to boost performance of entire school
- Peer counselor, created a good teacher student relationship to enhance team work
- A member of wildlife, conservation of environment

KEY SKILLS ATTAINED

Computer proficiency in;

- Microsoft office
- Application and Operating systems
- Hardware and software
- Networking and infrastructure

PERSONAL ATTRIBUTES

- The ability to work with a team
- Critical and creative thinking
- The ability to thrive under pressure
- Analytical and problem-solving skills

REFERENCES

1. DR. MICHAEL MUNENE

LECTURER, DEPARTMENT OF ARTS AND DESIGN

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2 MR. DANIEL NYAGAH

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